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Executive Director
Sandra Fitzpatrick

Date: November 10, 2004

To: Dee Ann Mahoney

From: Sandi Fitzpatrick

Subject: Vendor Check

I have attached GS 16B – request for a vendor check. This should be made out to Hyatt – Palm Springs. The check is the corrected remaining balance for a California Commission on Aging meeting that was held at the above-mentioned Hyatt November 3-4, 2004.

The check is due as soon as possible.

Thank you.